



March 1-3, 2016
Port Moresby, Papua New Guinea

Instructions for Public Nomination Form

Use this form to nominate women serving in leadership roles within community and civil society groups, individual women leaders and women's empowerment advocates, female business owners, emerging young leaders, up and coming public servants, and other leading women in Papua New Guinea to participate in the 2016 PNG Women's Forum. You may nominate yourself and/or women you know that you think should attend. Men with a strong interest in women's empowerment and/or gender equality may also be nominated.

Nominations are due by 4pm on November 2, and can be submitted by e-mail, fax, mail, or hand delivered. Please submit completed applications to:

U.S. Embassy Port Moresby (Attention: Agatha Pio)
Douglas Street, Town, NCD, Port Moresby (across from Deloitte Tower)
E-mail: pdportmoresby@state.gov
Phone: +675-321-1455, extension 2211
Fax: +675-321-1593

In the rare circumstance that the nominator does not have access to e-mail, fax, or is unable to turn in the nomination form by mail or in person, nominations may be called in over the phone (be prepared to read your completed application information to our staff over the phone). Nominators can use the computers and internet access provided for free at the American Corner at the National Library in Waigani to fill out and submit this form (open 8am to 4pm Monday through Friday and 9am to 1pm on Saturday).

Nominees will be contacted starting November 16 to let them know if they have been selected to participate in the PNG Women's Forum. There is no cost to attend the PNG Women's Forum, but space is limited and it will not be possible to accept all nominations.

We hope to have diverse participation at the forum and have a limited amount of funding to sponsor travel for highly qualified applicants. Sponsored travel will be awarded on a competitive basis and not all nominees will receive travel. Nominators/nominees are encouraged to include a fulsome narrative bio that gives a snapshot of the nominee's skills, qualifications, and interests, and to clearly articulate why the nominee should attend the Forum. These will be the key components used to select participants to attend the Forum and for sponsored travel. You must complete the survey at the end of this application to be considered for the Forum. By filling out this form, you agree to have your information listed in the soon to be published directory of PNG Women's Organizations, which will be distributed at the Forum.



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Public Nomination Form

1. Nominator's Contact Information

Name of Nominator (i.e. the Person Nominating the Individual to Participate):
(if you are nominating yourself, list "self," and skip to section 2)

Nominator's title and name of organization:

Nominator's email address:

Nominator's office and mobile telephone numbers:

2. Nominee's Contact Information

Name of Nominee (i.e. the Person Being Nominated to Participate):

Nominee's organization:

Nominee's title and role in the organization:

Address of nominee's organization:

Nominee's date of birth:

Nominee's email address:

Nominee's office telephone number:

Nominee's mobile telephone number:

3. Type of Nominee

Please select the category that best fits the nominee (choose only one).

- ☐ Leader within Community Group/Civil Society Group
- ☐ Individual Interested in Women's Empowerment (not affiliated with any group)
- ☐ Business Owner
- ☐ Emerging Young Leader (under 30)
- ☐ Up and Coming Public Servant (working for the government)
- ☐ Other: _____

4. Nominee's Educational Background (if applicable)

Name of University:

Location of University:

Field of Study:

Degree and Year conferred (if applicable):

5. Nominee's Organization, Business, or Community Group (if applicable)

What does the organization do? Highlight if and how your organization advances opportunities for women.

What are the organization's goals and objectives?

How many people are members of the organization and/or employed by the organization?

What kind of activities has the organization carried out in the past?

What are the organization's annual budget?

Where does the organization derive its income (commercial revenue? donations?)?

6. Nominee's Current Employment Information (if applicable)

Name of Employer:

Location of Employer:

Job Title:

Number of Years at This Job:

7. Interest in Sponsored Travel

Would the nominee like to be considered for sponsored travel? If yes, please indicate whether s/he would like to be considered for sponsored airfare, ground transport, lodging, or both.

☐ Yes, consider the nominee for **sponsored airfare**

Please write the name of the airport from which the nominee would be flying: _____

☐ Yes, consider the nominee for **sponsored ground transport to Port Moresby**

(only applicable if the nominee lives outside Port Moresby)

Please write the length and roundtrip cost of the drive from the nominee's home to Port Moresby:

Length of drive: _____ Cost: _____

☐ Yes, consider the nominee for **sponsored ground transport to/from their local airport**

Please write the length and roundtrip cost of the drive from the nominee's home to the airport:

Length of drive: _____ Cost: _____

☐ Yes, consider the nominee for **sponsored lodging** during the forum in Port Moresby

Sponsored travel is not guaranteed. There are only a limited amount of slots available for sponsored travel, and these will be assigned on a competitive basis (primarily based upon the essay provided and nominee's record of community involvement). **Sponsored travel will not include reimbursement for food or other incidentals.**

8. Participation in Previous PNG Women's Forums

Has the nominee participated in previous PNG Women's Forums? If so, what year?

- ☐ Yes, the nominee attended the PNG Women's Forum in the following year(s): _____
- ☐ No, the nominee has never attended the PNG Women's Forum

9. Nominee's Biographic Information

Please provide a brief, one paragraph bio of the nominee. This should include highlights from the nominee's life, including key personal and professional milestones. Please include any community involvement that is not already listed in other parts of this form. If possible, please include a recent photo of the nominee. For help in how to write a bio, see the attachment titled "How to Write a Personal Bio."

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10. Statement on the Nominee

Please write a short essay (no longer than one page) describing why the nominee should attend the PNG Women's Forum. If applicable, describe how the nominee's organization would benefit from the nominee being selected to attend the forum. Be sure to highlight the nominee's personal commitment to advancing the role of women in Papua New Guinea. If possible, please include a recent achievement (either personal or professional) of which the nominee is particularly proud, and describe what enabled the nominee to achieve this. If the nominee is an emerging young leader and up and coming public servant, describe the applicants goals, aspirations, and potential to achieve change within his or her community or organization. Please include a description of any professional or social networks in which the nominee participates, describe the purpose of the network and the nominee's roles and responsibilities.

[illegible]

11. Survey

We want to hear from you! Fill out this survey to tell us what you think of gender issues in Papua New Guinea. Please complete the entire survey in order to make your nomination form complete.

1. What are the top five issues facing women in Papua New Guinea? Why are these important? What can be done to improve these issues?

(1) _____

(2) _____

(3) _____

(4) _____

(5) _____

2. What speakers and special guests would you like to see at the 2016 PNG Women's Forum? Why?

(1) _____

(2) _____

(3) _____

3. Do you have any recommendations on how to improve the 2016 PNG Women's Forum?

(1) _____

(2) _____

(3) _____

4. What types of workshops would you like to see alongside the 2016 PNG Women's Forum?
Entrepreneurship? Leadership? Health? Other areas? Why would you like to see these discussed? What do you hope to learn from these workshops?

(1) _____

(2) _____

(3) _____

5. How would you describe gender equality in Papua New Guinea? Compared to men in Papua New Guinea, women are (circle one):

Not Equal

Somewhat Equal

Equal

6. How would you describe the PNG government's efforts to improve the status of women in Papua New Guinea:

Not Effective

Somewhat effective

Effective

Please elaborate on your response. What is working? What can be improved?

7. Is gender based violence (also known as family violence or domestic violence) against the law in Papua New Guinea? Circle one:

No, not against the law

Not sure

Yes, against the law

8. Is gender based violence (also known as family violence or domestic violence) acceptable (meaning are you okay with it or not)? I believe that gender based violence in Papua New Guinea is (circle one):

Not Acceptable

Somewhat Acceptable

Acceptable

Please elaborate on your response. Why is gender based violence acceptable or unacceptable?

9. Please rate your understanding of the Beijing Declaration and Platform for Action, today known as Beijing + 20, a comprehensive global policy framework to achieve gender equality, development, and peace.

About this policy framework, I have (circle one):

No Knowledge

Some Knowledge

A Lot of Knowledge

10. Please rate your understanding of the Convention on the Elimination of Discrimination against Women (CEDAW), a landmark international agreement that affirms principles of fundamental human rights and equality for women around the world.

About this international agreement, I have (circle one):

No Knowledge

Some Knowledge

A Lot of Knowledge

11. Do you think that free education has improved or worsened girl's enrollment in schools and education quality?

I think that because of free education girl's enrollment in schools and education quality has (circle one):

Worsened

Stayed About the Same

Improved

Please elaborate on your response. How has free education impacted girl's enrollment and education quality?

12. Please rate your opinion on the willingness of women's organizations in Papua New Guinea to work together to empower women. Are women willing to work together or do differences get in the way?

I believe that PNG women are _____ to work together (circle one):

Not Willing

Somewhat Willing

Willing

Please elaborate on your response. Why are women's groups willing to work together? What gets in the way of this cooperation? What can be done to encourage more partnerships between women's groups?

13. Please rate your assessment of the importance of develop mentoring relationships and engaging young people in leadership development in Papua New Guinea. Are these important to develop the next generation of women leaders?

I think that mentoring and leadership development are (circle one):

Not Important

Somewhat Important

Important

Please elaborate on your response. What do you think about mentoring and leadership development in Papua New Guinea?

14. Please rate your view on women in the public service (i.e. working for the government). How important is it to have women in decision-making roles within the public service in Papua New Guinea?

I think having women in decision-making roles in PNG's public service is (circle one):

Not Important

Somewhat Important

Important

Please elaborate on your response. Is it important to have women in decision-making roles in the public service in Papua New Guinea? Why or why not?

15. What are the top three issues facing businesswomen in Papua New Guinea? Why are these important? What can be done to improve these issues?

(1)

(2) _____

(3) _____

16. Please rate your understanding of the PNG government’s SME policy.

On the PNG government’s SME policy, I have (circle one):

No Knowledge Some Knowledge A Lot of Knowledge

Please elaborate on your response. What do you think of the government’s Small and Medium Enterprise (SME) business policy? Will it help PNG businesswomen start and grow businesses?

17. Please rate your understanding of the PNG government’s financial inclusion efforts for women (i.e. teaching women financial literacy, helping them to open bank accounts, and helping them access credit).

On the PNG government’s financial inclusion efforts for women, I have (circle one):

No Knowledge Some Knowledge A Lot of Knowledge

Please elaborate on your response. Are the government’s financial inclusion efforts having an impact on PNG businesswomen?

18. Please rate your understanding of the Family Protection Act (passed in September 2013).

On the Family Protection Act, I have (circle one):

No Knowledge Some Knowledge A Lot of Knowledge

Please elaborate on your response. Is there enough public information available on the Family Protection Act? What does the Family Protection Act do? Is the Family Protection Act helping to protect women against gender based violence? What are its strengths and weaknesses?

19. Please rate your opinion of whether men in Papua New Guinea think that gender based violence (also known as family violence and domestic violence) is acceptable.

I believe that men in Papua New Guinea think that hitting women is (circle one):

Not Acceptable

Sometimes Acceptable

Acceptable

Please elaborate on your response. Why might men think gender based violence is acceptable or not?

20. What can be done to reduce gender based violence? Please describe your ideas in detail. Does men counseling men on gender based violence change their behavior? Why or why not?

21. Free Response. Is there anything else you would like to share with us regarding your views of women's empowerment in Papua New Guinea? Please share anything you like!

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How to Write a Personal Bio

Writing a personal bio can be a really fun way to put yourself out there, and there's nothing like having a say in what people think about you. To write either a bio, use the tips and sample text below. A short bio provides readers with a quick overview of your accomplishments and insight into your strengths and interests. It's basically a great vehicle for quickly communicating who you are and what you do. Bios are getting more and more important and you should make sure your bio sells you and brings out your personal brand. Two samples are included after these tips to help you see what a successful bio looks like.

1. **Identify your purpose and audience.** Before you get started writing, you need to know who you're writing for. The bio you would write for a personal web page might be very different than the bio you would write for a college application. Use this to make your bio appropriately formal, funny, professional, or personal.
2. **Narrow down your information.** Be ruthless here—even the most interesting of anecdotes may not be appropriate. For example, an author's bio on a book jacket often mentions past writing accomplishments, whereas an athlete's bio on a team website often mentions the person's height and weight. While it's often okay to add a few extraneous details, they should not make up the majority of your bio.
3. **Write in the third person** (optional). Writing in the third person will make your bio sound more objective – like it's been written by someone else – which can be useful in a formal setting (ex. for work). If the bio is personal, however, writing it in the first person will make it sound friendlier.
4. **Write your name.** This should be the first thing you write. Assume that the people reading the bio know nothing about you.
5. **State your claim to fame.** What are you known for? What do you do for a living? Don't leave this to the end or make your readers guess—they won't and they may well lose interest quickly if it's not up front. This should be explicitly stated in the first or second sentence. Usually, combining it with your name is easiest.
6. **Mention your most important accomplishments, if applicable.** This is a tricky one, and might not be applicable in all situations. Remember that a bio is not a resume. Do not list your accomplishments, and only include them if they are relevant and you have space.
7. **Include personal, humanizing details.** This is a nice way to invite the reader to care. It's also your chance to get some of your personality across.
8. **Include contact information.** This is usually done in the last sentence.
9. **Aim for at least 250 words.** For an online blurb, this is just enough to give the reader a taste of your life and personality without becoming a bore. For a more serious post such as a college entrance bio, delve into the details a little more.

10. **Proofread and revise.** Rarely is writing perfect the first time it hits the pages. And because personal bios are only a small snapshot of a person's life, upon rereading your bio, you might realize there was information you forgot to include. Have a friend read your bio and give you their feedback. This is important because they can tell you if all the information you want to get though is coming across clearly.
11. **Keep your bio up to date.** Every once in a while, go back and update your bio. By putting in a little work frequently to keep it up to date, you'll save yourself a lot of work when you need to use it again.

Sample School Bio

Agatha Sibona is a junior majoring in English at the University of Papua New Guinea. She is set to graduate in 2017 and hopes to also complete a minor in literature. When asked about what first drew her to prose, she said she loved being able to escape into the worlds she created. She also cited her grandmother, Gloria Bodger, as one of her major writing influences: "My grandma always dreamed of being an author. She finished her first manuscript while she was pregnant with my mom, and publishers at that time wouldn't even give her the time of day. Some of her close friends suggested she publish under a male pen name, but she wouldn't give in. She felt her manuscript was a piece of her soul, and she wanted her readers to know the woman behind the words." Agatha said this is what inspired her to pursue writing as a career, and she hopes to follow in her grandmother's footsteps and one day become a published novelist. When she isn't trying to finish her school work or her latest piece of prose, Agatha volunteers with Buk bilong Pikinini, teaching beginning-level reading and spelling to young students.

Sample Professional Bio

Kila Morgan is President of Parents for Change and has been successfully empowering families in Papua New Guinea for over 10 years. Kila grew up in Kulau Village, Port Moresby, trained as a nurse, and went on to work at with mothers who whose babies were either born dead or were dying soon after birth. She soon realized that these women had often been hit, and they were losing their babies as a result. Kila noticed repeating themes amongst the women she was assisting so, encouraged by her grandmother, she went to the University of Papua New Guinea and added a Diploma in Community Health to her skills. Family violence was destroying too many families, and she knew she had to do something beyond caring for individual women. Kila wanted to act. She founded Port Moresby Parents For Change in 1992. Kila started the organization with friends sitting around the table in her home, where they organized a small network to support families. The organization grew and she became president of the now nationally recognized organization which, amongst other effective activities, advocated strongly for the Family Protection Act 2013. Most recently she was a member of the delegation representing Papua New Guinea women at the 2014 Pacific Women's Health and Justice Forum in Vanuatu. Kila remains close to her own family. She enjoys family dinners, meeting with her church group, and playing with her ten grandchildren, and first great grandchild. Kila can be contracted at ParentsForChange@ParentsForChange.com.